

December 11, 2012  
Franklin-Randall PTO Meeting Minutes

Board Members present: Suzanne Buchko, Scott Dunahee, Eileen Kennedy, Elizabeth Kerwin, Noelle LoConte, David McMurray, Beth O'Callaghan, Dana Prager, Jason Speich, Suzanne Swift, Soraya Willems-Neal.

Administrators present: Britta Hanson, John Wallace

Guests present: Dana Evans

Call to order: 7:10p

1. **Minutes** – November 2012 meeting minutes unanimously approved.
2. **Budget Review** (Jason) – Jason briefly highlighted items of note from the 2012-2013 budget. highlighted items of note. There was no discussion of the budget. Volunteer Chair persons for the raffle and carnival were identified.
3. **Snack Program** (Dana) – Dana Evans provided a brief history and update on the parent-run Healthy Snack Program for Franklin and Randall schools. Areas of PTO support (financial and promotional) were noted.

Each week approximately 10 parent volunteers meet at St. Mark's Church on Monday morning to prepare the snack for the week. Teachers choose when to serve it during the week. Approximately 760 snacks are prepped per week. The cost to run the program is about \$0.25/child/week (which is half the cost from when the program was run by REAP).

As of October 2012, just over \$7,100 had been collected from parents in support of the program. There are no additional sources of funding for the current program. In the past, the program was variously supported by the FRPTO, and the REAP Food Group. The money for the snack program (which is running about a \$3,000 surplus) is held in trust by the FRPTO, but is not part of the annual budget. (This is a similar arrangement to other programs at the school, such as the Scholastic Book Fair, etc.)

Parental support and leadership is key to the program. Josh Perkins has been a leader in the supply chain, connecting farms and produce to the parent volunteers that prepare the snack. There is a Facebook site for the Healthy Snack Program, and there are plans to provide free or low-cost healthy snack alternatives at various school events (dance, carnival, etc.)

4. **Playground Update** (Britta) – A committee to oversee and coordinate the playground renovations at Franklin has convened. The committee is being led by Amy Thomas. There are high levels of support from the district and the Building Services Director.

The fundraising projection for the project is \$30,000, which assumes a contribution from the PTO. The total cost of the project is projected at \$50,000, but does not include installation fees for new

equipment. The committee is actively seeking large donations at this time. Once large gifts are secured, small scale fundraising will be considered.

5. **Fall Campaign Wrap-Up** (Scott) – The fall campaign raised just over \$16,500, which is ahead of previous projections. There will be a close-out meeting with Beth Bovis, and Suzanne as agreed to assist with handwritten thank you notes. Scott has indicated he is willing to run the campaign again next year.
  
6. **Language Program Review/Discussion** (Elizabeth) – A status report on the transition of the language program from the PTO to the Wisconsin Youth Company (WYC) was circulated. There was discussion about the positive effects of the transition, as well as areas in need of improvement. A parent survey will be distributed by WYC at the close of the term (week of Dec. 17<sup>th</sup>) and aggregate results will be shared with the PTO shortly thereafter.
  
7. **How we spend our \$\$ discussion** (Suzanne) – Suzanne continued the conversation about PTO strategic planning, PTO feedback survey results, and budget priorities.

Specific attention was paid to the questions of how we decide what is a “good” or “appropriate” use of PTO money and whether there is a need for an intentional spending plan that parallels and informs our grant cycles. Historically the PTO has spent down its reserves on capital expenditures. However, there is a standing need to articulate how the PTO budget expenditures and grants program meet both school needs (core instructional support, building/grounds maintenance) and expressed PTO funding priorities (community building, facilitating home-school communication, and extracurricular enrichment for students).

Noelle LoConte, Beth O’Callaghan and Soraya Willems-Neal volunteered to work on evaluation cover sheets for the next grant review cycle, which will kick off in January. It was noted that Amy Thomas will not continue as Grants Coordinator due to her involvement in the playground renovation work.

Small updates: Approximately 1000 newsletters are sent out electronically each week, about 450 are opened. The PTO meeting next month will look at mental health issues for students.

Noted: Thank you notes for teacher appreciation candles and the PTO donation towards A Walk to Remember were circulated.

Meeting adjourned: 8:25pm

Respectfully Submitted,  
Beth O’Callaghan, PTO Secretary